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# NASA Policy Directive

**NPD 1383.2C**

Effective Date: October 07, 1999

Expiration Date: October 07, 2020

**COMPLIANCE IS MANDATORY FOR NASA EMPLOYEES**[Printable Format \(PDF\)](#)

Request Notification of Change (NASA Only)

**Subject: NASA Assistance to Non-Government, Entertainment-Oriented Motion Picture, Television, Video & Multimedia Productions/Enterprises, & Advertising - Revalidated w/change 1**

**Responsible Office: Office of Communications****CHANGE HISTORY**

Chg#	Date	Description/Comments
1	03/20/2015	Update to comply with 1400 Compliance, with administrative changes, clarification of Policy, title changes, and updated authority.

**1. Policy**

a. The Agency may provide unique goods and services to assist entertainment-oriented motion pictures, documentaries, television, or video production under the following provisions:

- (1) Assistance will be provided without interfering with other Agency activities;
- (2) Assistance will be in the best interest of NASA and/or the U.S. Government; and
- (3) Assistance will be consistent with applicable statutes, policies, and regulations.

b. In evaluating whether assistance to an entertainment-oriented production is in the best interest of NASA and/or the U.S. Government, the following should be considered:

- (1) The production will be authentic in its portrayal of actual persons, places, NASA operations, and historical events for documentary film and television. If fictional, the portrayal depicts a feasible or otherwise appropriate interpretation of NASA programs, operations, and policies based on a review by the Office of Communications.;
- (2) The production will be of informational value and enhances public understanding of NASA, the U.S. Space Program, or U.S. Government activities;
- (3) The production will not condone or endorse activities that are contrary to U.S. laws or policies and;
- (4) Other factors which may be unique to a particular production.

c. The production company shall reimburse NASA for any costs incurred beyond a routine media shoot. An appropriate reimbursable agreement shall be signed, when appropriate, and an advance payment shall be received before any assistance is rendered.

d. All activities taking place on NASA facilities will comply with applicable requirements including without limitation: safety, environmental, aircraft, building, and security standards.

e. NASA shall not compete with private sector sources in the provision of goods and services. NASA facilities and services may be made available under this policy only when comparable assets are not available from the private

sector. A lower NASA charge for a particular good or service is not, by itself, sufficient reason to provide goods or services under this policy.

f. NASA operations shall not be unreasonably impaired. Diversion of equipment, personnel, and materials must be kept to a minimum. Activities of NASA personnel assisting the production will not interfere with or be inconsistent with their official duties.

g. An agreement by NASA to provide assistance under this policy shall not waive the individual privacy rights of NASA civil service personnel or contractor employee(s).

h. NASA personnel shall comply with 5 CFR Section 6902.103 and 5 CFR Sections 2635.801 - 2635.809 for any outside employment, including employment by a production company, in their personal (off-duty, non-official) capacity, using approved leave. The production company will be responsible for resolving any dispute with unions governing the hiring and payment of NASA personnel.

i. Before beginning any activity on a NASA facility or involving NASA property or services, the production company shall provide proof of adequate liability insurance which names the U.S. Government as an "Additional Insured." The required reimbursable Space Act Agreement will also provide for indemnification and hold harmless agreements under which the production company agrees to insure that NASA will not be liable for any damages to property or injury to persons as a result of assistance offered under this policy.

j. Approval of assistance and permission under this directive will not relieve the production company from its responsibility for compliance with the other applicable NASA regulations, including those governing the use of the NASA logo or other identifier.

k. Assistance approved or permission under the policy will not be construed as official NASA approval, endorsement, or support of the project. Statements concerning the project should be coordinated with the appropriate Office of Communications.

l. Commercial advertising and promotional shooting (still image and moving image) is not permitted on NASA property because of implied endorsement issues in accordance with NASA's Advertising Guidelines.

## **2. Applicability**

a. This NPD is applicable to NASA Headquarters and NASA Centers, including Component Facilities, and Technical and Service Support Centers. This language applies to JPL (a Federally Funded Research and Development Center), other contractors, grant recipients, or parties to agreements only to the extent specified or referenced in the appropriate contracts, grants, or agreements.

b. In this NPD all mandatory actions (i.e requirements) are denoted by statements containing the term "shall", the terms "may" or "can" denote discretionary privilege or permission, "should" denotes a good practice and is recommend but not required, "will" denotes expected outcome, and "are/is" denotes descriptive material.

## **3. Authority**

The National Aeronautics and Space Act, as amended, U.S.C. § 20113(a).

## **4. Applicable Documents**

5 Code of Federal Regulations (CFR) Sections 2635.801 - 2635.809, and 6902.103.

## **5. Responsibility**

a. The Associate Administrator for Communications or designee (Multimedia Manager), in consultation, as appropriate, with the NASA General Counsel, or their designees, is responsible for the following:

- (1) Developing, managing, and implementing this NPD.
- (2) Coordinating with other affected NASA organizations, as appropriate.
- (3) Finally reviewing and approving requests for assistance.

b. Mission Associate Administrators, Mission Support Offices, and Center Directors are responsible for ensuring that requests under this policy are forwarded promptly to the Associate Administrator for Communications, for concurring on any approved request that implicates resources under their jurisdiction, and for implementing those Space Act

Agreements which commit those resources.

## 6. Delegation of Authority

None.

## 7. Measurement/Verification

The means of measuring compliance with this policy will be the annual number of assisted projects. The Office of Communications will record these numbers along in an annual report at the end of each calendar year.

### 8. Cancellation

None.

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## REVALIDATED

March 20, 2015, with change 1, Original signed by

**/s/ Daniel S. Goldin**  
**Administrator**

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## Attachment A: References

- a. NPD 1050.1, Authority to Enter into Space Act Agreements.
- b. NPD 1381.1, Release and Management of Audiovisual Products and Services.

## (URL for Graphic)

None.

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